FINANCIAL AID ADMINISTRATOR

What do you need to do?

- *Install the FISAP Software*

- *Download your Prior Year Data File Via SAIG (FPYD02OP)*

- *Check your Funding Levels*

- *Open the Reallocation Module*

- *Return any Unexpended Campus - Based Funds*

- *Request Supplemental Work-Study Funds for Community Service*

- *Export your Reallocation Data (FREL02IN)*

- *Transmit the Data Via SAIG by August 25, 2000 (FREL02IN)*

- *Receive an Acknowledgement File Within 24 hours (FREA02OP)*

- *View/ Print Acknowledgement File*

Need FWS Money?

The Campus-Based Reallocation Form
It's in your FISAP Software!

Reallocation Deadline August 25, 2000

Didn't Spend Your Entire Allocation?

Need More Information?

Read Dear Colleague Letter

CB-00-11, posted on the IFAP

website: www.ifap.ed.gov

If you still have questions, please contact:

The Office of Student Financial Assistance
Campus-Based Operations
Milton L. Thomas, Jr.

Phone: (202) 708-9756
Email: CBFOB@ED.GOV